King's University College

Accessibility Plan

2018-2023

Prepared in accordance with the *Ontarians with Disabilities Act, 2001*

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Introduction

In December 2001, Ontario passed the *Ontarians with Disabilities Act, 2001* (the "Act"). The purpose of the Act is to improve opportunities for persons with disabilities and to provide for their involvement in the identification, removal and prevention of barriers to their full participation in the life of the province. The Act mandates that every university prepare a multi-year accessibility plan, and update it yearly.

One of the requirements of the *Accessibility for Ontarians with Disabilities Act,* 2005 is the preparation of this report. King's University College has reported on its compliance with the Customer Service Standard under the *Accessibility for Ontarians with Disabilities Act, 2005* ("AODA"). As required by legislation King's files compliance reports with the government.

The following accessibility plan is prepared in accordance with the *Ontarians with Disabilities Act*, 2001.

Objectives

The purpose of this accessibility plan is to document barriers to accessibility that have been removed to date and identify those barriers that will be removed in the coming year. The plan will also identify *how* the barriers will be removed and present a plan for preventing the development of new barriers. Plans must be made public and accessible to allow for input from the broader community.

King's Commitment to Accessibility

King's University College at The University of Western Ontario is committed to recognizing the dignity and independence of all faculty, staff, students and visitors. King's seeks to ensure that persons with disabilities have genuine, open and unhindered access to the College's services, facilities, accommodation, employment opportunities, buildings, structures and premises. The College is committed to ongoing improvements to accessibility in its premises and facilities as required by law, as well as to the services offered to customers, employees, volunteers and members of the general public.

Any documents required by these regulations are available, in accessible formats, upon request from Human Resources, HR@kings.uwo.ca (519)433-3491.

King's University College is also committed to accessibility planning under the Act. Through the formation of the *Principal's Accessibility Advisory Committee*, King's has committed itself to meeting its obligations under the Act, as well as to achieving the following goals:

- Identify and understand structures, laws, rules, policies, programs, practices and services applicable to the organization regarding accessibility and barriers to access that people with disabilities may encounter.
- Develop, implement and follow up on an accessibility plan which identifies and prioritizes barriers needing to be addressed and to develop an annual action plan to eliminate those barriers.
- Create a culture of accessibility at King's.

- Communicate all policies and plans to the King's community and to ensure they are trained on accessibility issues.

Review and Monitoring Process

The Principal's Accessibility Advisory Committee's role is to assist in identifying and addressing barriers on the King's campus. The group will continue to focus on finding a reasonable and timely resolution to accessibility concerns and to continue to address accessibility issues. The group will meet semi-annually, or as often as needed.

By December 31 of each calendar year an annual update of completed tasks can be found on the Accessibility Website.

Appendix A

Multi Year Plan Updates
(Attached Separately)

Appendix B

Members of the King's Accessibility Advisory Group

Members may be reached via email to accessibility@kings.uwo.ca.

Department	Committee Member
Services for Students with Disabilities	Manager, Student Wellness
Services for Students with Disabilities	Assistive Technology Support
Residence, Conference Services and Student Activities	Associate Dean of Students
Human Resources	Director of Human Resources (Chair) Human Resources Coordinator
Information Technology Services	Director of IT
School of Social Work	Manager
Physical Plant Department	Director of Physical Plant Department
Academic Dean's Office	Academic Counsellor
King's Library	Associate Librarian and Head: Technical and Information Resources
King's Faculty	Disability Programs Coordinator
King's Students' Council ASL Interpreter	Accessibility Representative

Appendix C

Assistive Technologies at King's

LOCATION	EQUIPMENT	SOFTWARE	COMMENTS
BH 108	• 8 exam desktop systems	• Windows 7 • Word 2007 • PowerPoint 2007 • Excel 2007 • Kurzweil 3000 • Dragon Naturally Speaking • ZoomText	
	• 1 exam desktop system (Room 5)	• Windows 7 • Word 2007 • PowerPoint 2007 • Excel 2007 • Kurzweil 3000 • Dragon Naturally Speaking • ZoomText • Jaws	
	• 1 CCTV Magnification system (Room 5)		
	• 1 proctor desktop system	• Windows 7 • Word 2007 • PowerPoint 2007 • Excel 2007 • ZoomText	
Library Access Lab 1	• 1 desktop system • 1 27 inch monitor • 1 flatbed scanner • USB speakers • 1 CCTV Magnification system • 1 Dragon headset	• Windows 7 • Word 2007 • PowerPoint 2007 • Excel 2007 • Kurzweil 3000 • Dragon Naturally Speaking • ZoomText • Jaws • Inspiration	
Library Access Lab 2	• 1 desktop system • 1 27 inch monitor • 1 flatbed scanner • USB speakers • 1 CCTV Magnification system • 1 Dragon headset	• Windows 7 • Word 2007 • PowerPoint 2007 • Excel 2007 • Kurzweil 3000 • Dragon Naturally Speaking • ZoomText	

LOCATION	EQUIPMENT	SOFTWARE	COMMENTS
		• Jaws • Inspiration • Scientific Notebook	
Student Life Centre Access Lab 3	• 2 desktop systems • 2 27inch monitors • 1 flatbed scanner • USB speakers • 1 CCTV Magnification system • 2 Dragon headsets • Interactive projector system with Windows tablet & Bluetooth keyboard & mouse • Whiteboard painted wall	• Windows 7 • Word 2007 • PowerPoint 2007 • Excel 2007 • Kurzweil 3000 • Dragon Naturally Speaking • ZoomText • Jaws • Inspiration	
W022-A	• 1 exam desktop system	• Windows 7 • Word 2007 • PowerPoint 2007 • Excel 2007 • Kurzweil 3000 • Dragon Naturally Speaking • ZoomText • Jaws	
W022-C	• 1 employee desktop system • 1 22-inch monitor and wireless keyboard and mouse for training • 1 dragon headset	• Windows 7 • Office 2013 • Kurzweil 3000 • Dragon Naturally Speaking • Inspiration	System used for training only and not available for open student use
Exam Laptops	• 16 exam laptop systems • 4 exam tablet PC systems	• Windows 7 • Word 2007 • PowerPoint 2007 • Excel 2007 • Microsoft accessibility features • Tablet accessibility features	
Training Items	• 1 MAC Book Pro Laptop	• Office 2011 • Dragon Dictate 3	
	• 2 iPads	• Various Apps	
	• 2 LiveScribe Smart Pens		
As needed	• French USB keyboard • Slant writing surfaces	• Loaner licenses for Dragon • Kurzweil 3000 web	

LOCATION	EQUIPMENT	SOFTWARE	COMMENTS
	• Multi position adjustable copy stands • Ergonomic keyboards • Desktop USB Dragon microphones • Tobii PC-Eye-Go Eye tracking system and software	licenses • Loaner licenses for Dragon Dictate 2	
Alternative to Print (ATP)	• 1 employee desktop workstation in W022-B • 2 desktop production workstations • 2 laptop systems • 2 ADF Scanners • 1 Flatbed Scanner	• Omni Page Pro on W022-B system • Office 2010 on all systems • Adobe Acrobat Pro on all ATP systems	

SOFTWARE	LOCATIONS INSTALLED
Kurzweil 3000	BH 108 on 9 systems / 3 Access Labs / W022-A / W022-C / W022 Lab / Library public terminals / W143
Dragon Naturally Speaking	BH 108 on 9 systems / 3 Access Labs / W022-A / W022-C
ZoomText	BH 108 on 9 systems / 3 Access Labs / W022-A
Jaws	BH 108 in room 5 / 3 Access Labs / W022-A
Inspiration	All Access Labs / W022-C / W022 Lab / Library public terminals / W143 / KC 119 / KC 218 / various staff computers
Scientific Notebook	Access Lab 3

Overall Assistive Technology Software Licensing

- o 15 licenses of Kurzweil 3000 (versions ranging from version 8 to version 13 –version 13 is the current version)
- o 15 licenses of Dragon Naturally Speaking (three 5 user Academic Lab Packs)
- o 10 concurrent user license of ZoomText
- o 5 single user licenses of Jaws
- o 1 license of Scientific Notebook
- o Unlimited site license of Inspiration
- o 1 license for Dragon Dictate 2

Note: Adobe Acrobat Pro and Omni Page licensing is through King's ITS
Overall Assistive Technology Software Licensing